

DIVISION OF MINES	CHAPTER: V Investigations
PROCEDURES MANUAL	
	PROCEDURE NO: 1.05.10
	ISSUE DATE: August 1, 2000
SUBJECT: Safety Issues Involving Coal	LAST REVISED:
Mines and Gas Well Activities	

OBJECTIVE AND INTENT

To provide for effective coordination of safety issues involving coal mining and gas well activities among the DMLR, DGO, and DM of DMME.

PROCEDURE

1. The DM coordinator for health and safety issues related to coal mining and gas well activities will:
 - Work within DM to identify health and safety issues that exist at mining sites and gas well locations.
 - Promptly and effectively communicate health and safety issues with DGO and DMLR representatives.
 - Coordinate with DGO and DMLR representatives in responding to and resolving identified health and safety issues.
2. To ensure that identified health and safety issues are managed effectively, the DMME system of electronic communication and digital mapping system will be utilized between divisions in order to update representatives and other participants as to the status of activities until resolution is achieved. Prompt notification, coordination, and follow up actions will be effectively administered utilizing available e-mail.
3. To ensure the health and safety of the miner and the public during gas well drilling operations that intersect active mines:
 - DM will notify DGO upon receipt of a mine license application.
 - DGO and DMLR will notify DM of any application for drilling operations that will penetrate an active mine, and ensure that the application addresses communication between the gas well operator and mine operator.

- DM will work with DGO to include general procedures for drilling through active coal mines for inclusion in gas well applications that intersect active underground coal mines.
4. DM and other appropriate personnel will meet with DGO and DMLR representatives as needed and at least semi-annually to address specified health and safety issues, and to evaluate the effectiveness of efforts to coordinate among divisions. Minutes of such meetings, where appropriate, should be provided to the DM Chief and other interested persons.
 5. A listing of DM Inspector assignments is available by printing DM.ENPR.02, “Inspector’s Report”. The list includes the inspector and his assigned mines. Data for a particular mine may be viewed through an inquiry screen on the DM Licensing Menu (DM.LISS.11), “Mine Data Inquiry” by entering the Mine Index Number or using the @ and entering the name of the mine. This screen lists the Inspector and the Specialists assigned to the mine as well as other pertinent mine information.
 6. Recognizing that health and safety hazards and complaints, whether identified internally or from the public sector, demand responsible agency actions, the following procedures will be coordinated within each division:
 - The Division representative with jurisdiction over the health and safety issue(s) or complaint will normally be responsible for coordination of the review and response activities by the Department.
 - To ensure effective response, the lead representative in contact with other division representatives will determine and assign a priority to the health and safety issue or complaint to be addressed as follows:

Priority I – Life threatening – requires an immediate action plan be developed, coordinated, and implemented by DMME. Priority I issues could be dangerous impoundments of water, explosive and flammable methane gas, or other imminent danger conditions which if not corrected, have the potential to cause death, serious injury or property damage.

Priority II – Serious concern – requires development, coordination, and implementation of an action plan consistent with Department standards. Priority II issues would not be life threatening or pose an imminent danger to the public or property. Water loss, subsidence, dust or other similar issues would be considered as Priority II issues.

Priority III – Normal issues – requires handling through established Division procedures for review and follow up and pose no imminent danger or serious health and safety consequences. Application and permit reviews would represent Priority III issues.

7. DM personnel will assist DGO and DMLR in identifying and addressing health and safety issues at gas well locations upon request.

Appropriate field personnel will be cross-trained to identify and report to the responsible person specific areas of gas well sites that could directly affect personal safety of workers (such as, electrical equipment and fire protection). The DM representative, working with section supervisors, will determine cross-training needs, appropriate personnel to be trained, and a schedule for the training.

NOTE: The following working definitions have been developed for DMME's implementation of this action plan:

Active mine: A mine that is licensed or permitted.

Active area: All places in a mine that are ventilated, if underground, and examined regularly.

Inactive area: Areas of an underground mine that are sealed.